Construction Standards for New and Existing Areas Containing Information Systems Equipment and/or Wiring

Construction Documents Compliant

THESE STANDARDS APPLY TO THE FOLLOWING: COMPUTER ROOMS, TELEPHONE SWITCH ROOMS, COMMUNICATIONS/DATA CLOSETS CONTAINING IT EQUIPMENT AND/OR WIRING

1 Physical Access

YES__ NO__ NA__ a. Windows with access to facilities that contain information systems, below 12 m (40 ft.) from ground level or the roof of a lower abutment, or less than 7.5 m (25 ft.) from windows of an adjoining building, or accessible by a building ledge leading to

YES__ NO__ NA__ b. Windows that require security mesh screening, the security screen mesh consists of #304 stainless steel woven mesh 0.7 mm (0.028 in.) wire diameter, with tensile strength of 15 kg/mm (800 pounds per lineal inch).

YES__ NO__ NA__ c. Doors to data communications areas containing information systems equipment and/or wiring shall be 45 mm (1-3/4 in.) solid core hardwood or hollow

YES__ NO__ NA__ d. Dutch (a door divided horizontally such that the bottom half may remain shut while the top half opens) or half doors are not permitted in data communications areas containing information systems equipment and/or wiring.

YES__ NO__ NA__ e. Removable hinge pins on door exteriors shall be retained with set pins or spot-welded, preventing their removal.

YES__ NO__ NA__ f. Where mechanical lock systems are used, installed lock sets allow for single motion egress (user must make only one motion in order to open a door, typically by turning a knob or pushing a lever or attached bar) to exit.

YES__ NO__ NA__ g. For glass doors or doors with glass panes that have mechanical lock systems and are NOT set in steel frames, one of the two locks a jimmy proof rim dead lock.

YES__ NO__ NA__ h. Doors that have mechanical lock systems shall be fitted with a lock that is contained within the door, NOT attached to the surface of the door.

YES__ NO__ NA__ i. For doors that have mechanical lock systems, the day lock on the main door shall be automatically locking, with a minimum 19 mm (3/4 in.) dead bolt and inside thumb latch.

YES__ NO__ NA__ j. Electronic (magnetic) locking systems include a “request to exit” sensor and a “push to exit” manual lock release switch.

YES__ NO__ NA__ k. Interstitial (space between two parts or areas) overhead areas, which may enable entry into a secure room from an unsecured room, must be barricaded by the installation of a suitably secure partition which prevents “up and over” access.

YES__ NO__ NA__ l. Interstitial areas beneath raised floors, which may enable entry into a secure room from an unsecured room, must be barricaded by the installation of a suitably secure partition which prevents access.

YES__ NO__ NA__ m. Ventilation grills on doors and air circulation ducts that exceed 0.06 m2 (100 square inches) and may enable entry into a secure room from an unsecured room must be reinforced to prevent their removal from outside the room.

YES__ NO__ NA__ n. Other possible access means, such as dumbwaiter shafts, roof or wall ventilator housings, trapdoors, etc., shall be secured by appropriate means.

YES__ NO__ NA__ o. Room door lock keys and day lock combinations must NOT be mastered (as defined in VHA Supplement, MP-3, Part I, Chapter 2, Maintenance and Operations).

2 Intrusion Detection

YES__ NO__ NA__ a. There must be an intrusion detection system.

YES__ NO__ NA__ b. The intrusion detection equipment must operate on principles OTHER THAN narrow beam interception, door contacts, microwave, or photoelectric eye.

YES__ NO__ NA__ c. The intrusion detection equipment must have both an internal, automatic charging DC standby power supply and a primary AC power operation.

YES__ NO__ NA__ d. The intrusion detection equipment must have a remote, key operated activation/deactivation switch installed outside the room and adjacent to the room entrance door frame and/or a central alarm ON-OFF control in the security guard office.

YES__ NO__ NA__ e. The intrusion detection equipment must have an automatic reset capability following intrusion detection.

YES__ NO__ NA__ f. The intrusion detection equipment must have a local alarm level of 80 dB (min) to 90 dB (max) within the configuration of the protected area?

YES__ NO__ NA__ g. The intrusion detection equipment must have an integral capability for the attachment of wiring for remote alarm and intrusion indicator equipment (visual or audio)?

3 Electrical Safety/Security

YES__ NO__ NA__ a. The area containing information systems must have an emergency electrical shutoff switch.

YES__ NO__ NA__ b. The emergency shutoff switch shall be easily located and in plain sight.

YES__ NO__ NA__ c. The emergency shutoff switch shall be protected by a plastic cover to prevent accidental activation.

YES__ NO__ NA__ d. The site shall provide a long-term alternate power supply for the information system.

YES__ NO__ NA__ e. The site must consistently provide an emergency power capability for the information system on an ongoing basis.

YES__ NO__ NA__ f. The site must provide a short-term uninterruptible power supply (UPS) to facilitate an orderly shutdown of the information system in the event of a primary power source loss.

YES__ NO__ NA__ g. The site must employ an automatic emergency lighting system that activates in the event of a power outage.

YES__ NO__ NA__ h. The automatic emergency lighting system must properly cover emergency exits and evacuation routes.

5 Fire Safety/Security

YES__ NO__ NA__ a. The area containing information systems must employ fire detection devices/systems that activate in the event of a fire.

YES__ NO__ NA__ b. The area containing information systems must employ fire extinguishers in accordance with site policy.

YES__ NO__ NA__ c. Fire extinguishers must be in obvious locations and easily accessible.

6 Temperature/Humidity

YES__ NO__ NA__ a. Temperature and humidity sensors must exist in areas containing information systems.

7 Water damage/security

YES__ NO__ NA__ a. No water pipes may be located in the ceiling above the information system.

YES__ NO__ NA__ b. No bathrooms, kitchens, or other facilities with running water may be positioned above the information system.

YES__ NO__ NA__ c. Facilities that contain information systems must have a raised or false floor, and water sensors located below the floor.

8 Location of information systems

YES__ NO__ NA__ a. The site positions information system components within the facility to minimize potential damage from physical and environmental hazards.

INFORMATION RESOURCE MANAGEMENT

INFORMATION SECURITY OFFICER

FINAL CONSTRUCTION DOCUMENTS

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